



# Fiscal Management Services 2020 Interim Payroll Calendar

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Timesheet Submittal: [FMSTimesheets@thearcCCR.org](mailto:FMSTimesheets@thearcCCR.org)

E-timesheet Assistance: [PaycomHelp@thearcCCR.org](mailto:PaycomHelp@thearcCCR.org)

## 2020 Pay Periods Calendar\*

\*The Arc Central Chesapeake Region reserves the right to alter processing calendars in the event of a change in the Developmental Disabilities Administration (DDA) contract requirements for Fiscal Management Services. Thank you.

Pay Period #	Pay Period begins Sunday 12:01 AM	Pay Period ends Saturday 11:59 PM	Timesheets/E-time submittal required by 12PM (Noon)	CHECK DATE	Holiday/event impacts timesheet due date!
1	12/15/2019	12/28/2019	! THU 12/26/2019**	! 1/3/2020	New Year's Day
2	12/29/2019	1/11/2020	MON 1/13/2020	1/17/2020	
3	1/12/2020	1/25/2020	MON 1/27/2020	1/31/2020	
4	1/26/2020	2/8/2020	MON 2/10/2020	2/14/2020	
5	2/9/2020	2/22/2020	MON 2/24/2020	2/28/2020	
6	2/23/2020	3/7/2020	MON 3/9/2020	3/13/2020	
7	3/8/2020	3/21/2020	FRI 3/20/2020	3/27/2020	COVID-19
8	3/22/2020	4/4/2020	FRI 4/3/2020	4/10/2020	COVID-19
9	4/5/2020	4/18/2020	FRI 4/17/2020	4/24/2020	COVID-19
10	4/19/2020	5/2/2020	FRI 5/1/2020	5/8/2020	COVID-19
11	5/3/2020	5/16/2020	FRI 5/15/2020	5/22/2020	COVID-19
12	5/17/2020	5/30/2020	FRI 5/29/2020	6/5/2020	COVID-19
13	5/31/2020	6/13/2020	FRI 6/12/2020	6/19/2020	COVID-19
14	6/14/2020	6/27/2020	! FRI 6/26/2020**	! 7/3/2020	Independence Day
15	6/28/2020	6/30/2020	THU 7/2/2020***	7/16/2020	FY20 Ends; FY21 Begins ***Please use separate timesheets!
15	7/1/2020	7/11/2020	FRI 7/10/2020***	7/17/2020	
16	7/12/2020	7/25/2020	FRI 7/24/2020	7/31/2020	COVID-19
17	7/26/2020	8/8/2020	FRI 8/7/2020	8/14/2020	COVID-19
18	8/9/2020	8/22/2020	SUN 8/23/2020	8/28/2020	
19	8/23/2020	9/5/2020	! THU 9/3/2020**	! 9/11/2020	Labor Day, Mon 9/7
20	9/6/2020	9/19/2020	SUN 9/20/2020	9/25/2020	
21	9/20/2020	10/3/2020	SUN 10/4/2020	10/9/2020	
22	10/4/2020	10/17/2020	SUN 10/18/2020	10/23/2020	
23	10/18/2020	10/31/2020	SUN 11/1/2020	11/6/2020	
24	11/1/2020	11/14/2020	SUN 11/15/2020	11/20/2020	
25	11/15/2020	11/28/2020	SUN 11/29/2020	12/4/2020	
26	11/29/2020	12/12/2020	SUN 12/13/2020	12/18/2020	
27	12/13/2020	12/26/2020	! THU 12/24/2020**	! 12/31/2020	New Year's Day, Fri 1/1

**\*\* HOLIDAY/EVENT IMPACTS TIMESHEET DUE DATE!** Please submit timesheets by 12:00PM (noon) on the date indicated with anticipated time entries. If corrections are necessary, please submit corrected timesheets by Monday 12PM with "corrected" noted at the top. THANK YOU!

Please note that the timesheet deadline has been moved to SUNDAY, except for processing weeks impacted by holidays. The Arc may recognize a religious exemption to this deadline on a case-by-case basis. Please email [FMSPayroll@thearcCCR.org](mailto:FMSPayroll@thearcCCR.org) for more information.

**IMPORTANT:** Timesheets/e-time are processed in accordance with the payroll calendar. Timesheets received after the deadline will be processed the following payroll. Additionally, any timesheet/e-time not submitted within 30 days of the date of service is payable at the discretion of the FMS. THANK YOU!